

WOKINGHAM TOWN COUNCIL



Mr K J Abnett
Town Clerk

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23rd July 2007

Dear Sir/Madam

You are hereby summoned to attend a meeting of the **WOKINGHAM TOWN COUNCIL** to be held in the **MAIN HALL, TOWN HALL, WOKINGHAM** on **TUESDAY 31st July 2007** at **7.30pm** for the purpose of considering and resolving upon the subjects and matters set out in the Agenda below.

Yours faithfully

K J Abnett
Town Clerk

AGENDA

1. PRAYERS

2. APOLOGIES FOR ABSENCE

3. DECLARATION OF INTERESTS

To receive any declaration of interests from Members on the business about to be transacted.

4. MINUTES OF COUNCIL MEETING

To receive and confirm the Minutes of the proceedings of the Council Meeting held on 26th June 2007, as a true and correct record (pages 12359 to 12264, copy attached).

5. MATTERS ARISING

6. MAYOR'S COMMUNICATIONS

- (a) To receive any communications or announcements from the Mayor.
- (b) To receive the Mayor's list of engagements since the last Council meeting (copy attached).

7. OUTSTANDING MATTERS

8. QUESTIONS FROM MEMBERS OF THE COUNCIL AND PUBLIC

To receive any questions from the Members of the Council or Public.

9. CIVIC ADVISORY COMMITTEE MEETINGS

- (a) To receive and adopt the minutes and any recommendations of the Civic Advisory Committee (REME Parade) meeting held on 3rd July 2007 (pages 12365 to 12367, copy attached).
- (b) To receive and adopt the minutes and any recommendations of the Civic Advisory Committee meeting held on 3rd July 2007 (pages 12368 to 12370, copy attached).

10. AMENITIES COMMITTEE MEETING

- (a) To receive and adopt the minutes and any recommendations of the Extraordinary Amenities Committee meeting held on 21st June 2007 (pages 12357 to 12358, copy attached).
- (b) To receive and adopt the minutes and any recommendations of the Amenities Committee meeting held on 3rd July 2007 (pages 12371 to 12379, copy attached).

11. TOWN HALL DEVELOPMENT COMMITTEE MEETING

To receive and adopt the minutes and any recommendations of the Town Hall Development Committee held on 5th July 2007 (pages 12380 to 12384, copy attached).

12. PLANNING & TRANSPORTATION COMMITTEE MEETING

To receive and adopt the minutes and any recommendations of the Planning & Transportation Committee held on 9th July 2007 (pages 12385 to 12389, copy attached).

13. FINANCE & GENERAL PURPOSES COMMITTEE MEETING

To receive and adopt the minutes and any recommendations of the Finance & General Purposes Committee held on 17th July 2007 (pages 12390 to 12401, copy attached).

14. COUNCIL REPRESENTATION ON OUTSIDE BODIES

To receive any reports from Members who represent the Town Council on Outside Bodies.

15. REVISED CODE OF CONDUCT

- (a) To receive and consider the Town Clerk's Report 14a/2007 dated 17th July 2007 summarising the changes (copy attached).
- (b) To accept Town Clerk's recommendation that the Town Council resolves:

"That Wokingham Town Council adopts the Model Code of Conduct Order 2007 for Members including paragraph 12(2) effective immediately".

16. PROVISIONAL CALENDAR OF EVENTS & MEETINGS 2008

To receive and approve the provisional Calendar of Events & Meetings for 2008 (A3 copy attached).

17. REVISED BUDGETS 2007/2008 – F&GP RECOMMENDATION

- (a) To receive and consider Recommendation 26597 from the F&GP Committee to approve the revised estimates for the financial year ending 31st March 2008, showing actual expenditure to 30th June 2007 (copy attached).
- (b) To receive and consider the Budget Notes attached to the above (copy attached)

18. UNAUDITED FINAL ACCOUNTS FOR THE YEAR 2006-2007

To received and consider Recommendation 26595 from the F & GP Committee to approve the final un-audited accounts for the year ending 31st March 2007 (copy attached).

19. ANNUAL RETURN EXTERNAL AUDIT – F&GP RECOMMENDATION

- (a) To receive and consider recommendation 26596 to Full Council the Local Councils Annual Return for the year ending 31st March 2007 (copy attached).
- (b) To receive and consider the annual return review which accompanies the annual return to the Audit Commission (copy attached).
- (c) To approve that the Mayor, Town Clerk and RFO where necessary are signatories on the Annual Return on behalf of the Town Council.

20. BANK MANDATE

- (a) To receive and consider a letter dated 29th June 2007 from Barclays Bank PLC.
- (b) To receive a verbal update from the RFO regarding the completion of Bankers Mandate forms from Councillors.

21. EXCLUSION OF THE PRESS & PUBLIC

To resolve that in view of the confidential nature of the business about to be transacted, ie financial & staffing matters, it is advisable in the public interest that the press and public be temporarily excluded and that they are instructed to withdraw.

“In order to comply with the Data Protection Act 1998, all persons attending this meeting are hereby notified that this meeting is being tape-recorded. The purpose of taping is that recordings act as an aide-memoire to assist the clerk in the compilation of minutes. The tapes are held in a secure location and overwritten once it has been resolved that the minutes are a true and correct record.”

PART II

20. ESTABLISHMENT COMMITTEE MEETING

To receive and adopt the minutes and any recommendations of the Establishment Committee held on 24th July 2007 (copy to follow).